



STATE OF NORTH CAROLINA  
DEPARTMENT OF TRANSPORTATION

ROY COOPER  
GOVERNOR

J.R. "JOEY" HOPKINS  
SECRETARY

**NOTIFICATION OF AWARD**

January 16, 2024

Richard J. Carlson, LLC  
Dba Carlson's Landscaping  
2583 Summerlins Crossroads Rd.  
Mount Olive, NC 28365

Contract No.: D4POC0136  
TIP No.: N/A  
Federal Aid No.: STATE FUNDED  
WBS Element: 44601.04, 4SP.10981.14  
County: WILSON COUNTY  
Description: DIVISION 4 OFFICE LANDSCAPE ENHANCEMENT

Dear Sir:

I am pleased to inform you that **Carlson's Landscaping** has been awarded the contract for the above project based on the bid submitted on **January 9, 2024** in the amount of **\$80,953.19**.

This is a Small Business Enterprise Contract.

Please provide the required Certificate of Insurance within 7 calendar days from the date you receive your award letter. The Certificate of Insurance should have a current date, have a minimum of \$5,000,000 of general liability insurance per occurrence and \$5,000,000 general aggregate and name the State of North Carolina as an additional insured on the General Liability policy. The Certificate should also include the description of operations as "D4POC0136 – DIVISION 4 OFFICE LANDSCAPE ENHANCEMENT IN WILSON COUNTY" and certificate holder should be NCDOT, PO Box 3165, Wilson, NC 27895. An example of the Certificate of Insurance may be provided upon request.

As soon as possible following receipt of the required information, the Department will complete the execution of the contract and return one copy of the contract to you. If you have any questions, or if I can be of any further assistance, please advise.

*Mailing Address:*  
NC DEPARTMENT OF TRANSPORTATION  
DIVISION FOUR OFFICE  
POST OFFICE BOX 3165  
WILSON, NC 27895

*Telephone:* (252) 640-6400  
*Fax:* (252) 234-6174  
*Customer Service:* 1-877-368-4968

*Location:*  
509 WARD BOULEVARD  
WILSON, NC 27895

*Website:* [www.ncdot.gov](http://www.ncdot.gov)

Sincerely,

DocuSigned by:  
*Vickie P. Gardner*

BD9FE36C1AA642B... 01/16/2024  
Vickie P. Gardner  
Division Contract Engineer

cc: Keith Eason, PE  
Andy Brown, PE  
Sam Lawhorn, PE  
Addison Gainey, PE  
Chad Coggins  
Bryant Adams